

Hospital Liaison Information

1. Name of Hospital: MORGAN Hospital and Medical Center
2. Address: 2209 John R. Wooden Drive
Marionville, IN 46151
3. Name of Hospital Liaison: Victoria L. Reed, DHA, RN, CNE
4. Title: COO/CNE - Patient Care Services
5. Telephone: (765) 349-6505
6. Has the hospital established a policy and/or guidelines concerning the withholding of medically indicated treatment from disabled infants with life-threatening conditions:
Yes _____ No X If yes, please attach a copy of this information. If no policies or guidelines have been developed, does the hospital plan to do so?
Yes X No _____
7. Has the hospital established a review system, such as an Infant Care Review Committee? Yes _____ No X. If yes, and guidelines have been developed for this committee, please attach.

We do have an Ethics Committee.

Signature of Hospital Liaison:

Victoria L. Reed

Date:

1/26/07

**GENERAL GUIDELINES BETWEEN THE MORGAN COUNTY
DEPARTMENT OF CHILD SERVICES AND LAW ENFORCEMENT**

1. During office hours of the Morgan County Department of Child Services (MCDCS), all reports of Child Abuse and Neglect shall be reported to the Child Protective Services at 765-342-0411 or 1-800-800-5556. Those office hours are Monday through Friday, 8 a.m. to 4:30 p.m. excluding holidays.

2. After office hours, weekends and holidays complaints regarding Child Abuse and Neglect will be received by the Morgan County Sheriff's Department by calling 765- 342-0411 or 1-800-800-5556. Per IC 31-33-7-7 when a law enforcement agency (LEA) receives an initial report under IC 31-33-5-4 the law enforcement agency shall (1) immediately communicate the report to the department, whether or not the LEA has reason to believe there exists an imminent danger to the child's health or welfare and (2) conduct an immediate, onsite investigation of the report along with the department whenever the LEA has reason to believe that an offense has been committed. In all cases LEA shall forward any information, including copies of investigation reports, on incidents of cases in which a child may be a victim of child abuse or neglect to MCDCS and the juvenile court under IC31-34-7. The information should be filled out on Form 310 which is the Preliminary Report of Alleged Child Abuse or Neglect. Law Enforcement Agency and/or Prosecutor's Office may ask a Family Case Manager to check the State Central Registry for history of substantiated reports.

3. If the officer feels that the child is in danger, he should immediately begin an investigation. If the report is from a professional source; i.e. hospital or doctor, then the officer should immediately contact the MCDCS in order that the Family Case Manager may conduct the investigation with the officer. Reports of sexual abuse, if it is involving a family member with access to the victim, must be investigated immediately with a Family Case Manager and Law Enforcement officer doing the investigation jointly. This is provided by I.C. 31-6-11-10 (b). Situations which will require immediate investigations are:

- a. Severe or extensive injuries to the child;
- b. Young children left alone;
- c. Any reported abuse of an infant;
- d. Reports of needed medical attention which has not been provided to the child;
- e. Reports involving repeated abuse or neglect; and/or
- f. Any other circumstance which creates a risk of physical harm to the child.

Do not hesitate to call a Family Case Manager if you have questions or you are unclear as to what steps need to be taken.

Effective August 1, 2005, the Indiana Drug Endangered Children (DEC) Response Protocol outlines procedures for law enforcement, child welfare and other agencies who help children found to be living in meth labs/homes. Drug

endangered children are children under 18 found to be living in homes: (a) with caregivers who are manufacturing methamphetamine in/around the home (meth labs) or (b) where caregivers are dealing/using methamphetamine and the children have access to the drug or drug residue (meth homes). Both scenarios fall within Indiana's statutory definition of child abuse/neglect. Children will be removed, given necessary health care and placed with alternate caregivers. Additionally, when MCDCS workers encounter or observe meth lab components or precursors within the course of their duties, MCDCS will contact Law Enforcement immediately.

4. Whenever a suspicious child death occurs, the officer in charge of the investigation will make immediate contact with MCDCS to assure that MCDCS is aware of the death. MCDCS will complete a written report (Form 310) and will make a copy available to the law enforcement agency. MCDCS and LEA will discuss whether or not MCDCS needs to be involved in the investigation to assist in some interviews to assess risk to surviving siblings, or to help evaluate elements related to possible abuse or neglect. When the investigation is complete, LEA will forward a copy of the investigation report to MCDCS. The MCDCS written report of the investigation (Form 311) will be made available to LEA.

Suspicious child deaths include but are not limited to the following:

- homicide with an alleged perpetrator in a caretaker role;
- accidental death where questions of caretaker negligence are raised;
- natural death (including SIDS) where the condition of the body or autopsy suggests abuse or neglect;
- suicide if abuse or neglect may be a contributing cause;
- death from undetermined or no definite cause.

5. A Family Case Manager from the MCDCS will be on-call on a 24 hour basis. At the beginning of each month, law enforcement agencies will receive a monthly schedule stating when each Family Case Manager will be on call. If the Law Enforcement officer requests assistance of the Family Case Manager, the Family Case Manager should first be contacted by the provided cell phone number. If no response is received, contact should be attempted using the emergency pager and the home number. If still no response is received, the on-call supervisor Shelly Faudree should be contacted. If no response, the on-going supervisor Garnet Holsapple should be contacted. If unable to contact the above listed persons Director, Tim Miller, should be contacted.

6. A child may be taken into custody by any Law Enforcement officer who has probable cause to believe that the child is in need of services and is in immediate danger and there is not a reasonable opportunity to obtain an order of the court. The Law Enforcement officer will then place the child in the custody of the MCDCS, who will find an appropriate placement for the child. Placement of detained child (ren) with a blood relative or adoptive caretaker will be considered pursuant to IC 31-34-4-2. It is the Law Enforcement officer, not the Family Case

Manager, who makes the decision to detain a child if the Court is not available. This is provided by statute I.C. 31-6-4-4. If the child is taken into custody without a verbal or written court order the law enforcement officer will complete and sign pursuant to I.C. 31-6-4-4 the description of circumstances.

7. Law Enforcement Agencies have authority separate and apart from the Juvenile Code to remove a child based solely upon their authority inherent in the Criminal Code to act to protect all citizens. Family Case Managers do not have that authority and are by statute not permitted to remove a child if a law enforcement agent can be involved in the removal. Law enforcement assistance must be sought when taking custody of a child because by policy, Central Office does not permit Family Case Managers to remove children without such assistance. Family Case Managers are not permitted to detain a child in Morgan County without prior Court approval.

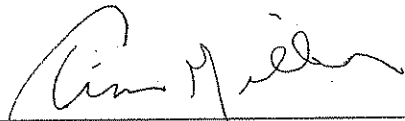
8. If a child is detained, the detaining officer will need to be present for a Detention Hearing (trial) which will be held within forty-eight (48) hours from the date of the removal, excluding holidays and weekends. Furthermore, if a Fact Finding Hearing (trial) is held, the Officer may be requested to testify at that hearing.

9. If criminal charges are to be pursued, the MCDACS will hand deliver a copy of its report to the Prosecutor. The Law Enforcement officer and Family Case Manager involved in the case should make an appointment and meet jointly with the Prosecutor to discuss the case.

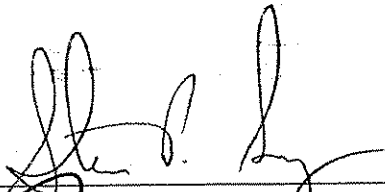
10. It is hoped that a good working relationship will continue between the MCDACS and the law enforcement agencies. However, if there is a disagreement or problem between a law enforcement officer and a Family Case Manager the situation should be reported to the individual's supervisor in attempt to reach a resolution. Open communication between law enforcement agencies and the MCDACS is extremely important.

11. During working hours, a MCDACS Family Case Manager may request assistance in an investigation from an officer if there is suspected violence, if a criminal offense may have occurred, or if there is a potential safety risk to the Family Case Manager. This is provided by statute I.C. 31-6-11-10 (c).

12. All information obtained during an investigation including the name of the complainant is confidential, and information may not be released to anyone other than a Law Enforcement Officer or a MCDACS employee acting in the course of his or her employment. Types of reports and the procedures for registry entry, access to registry information, and advisement of registry entry to parents and alleged perpetrators to the State Central Registry (SCR) pursuant to IC 31-33-17-6 are outlined in sections 205.6 through 205.63 of the Child Protection Manual. A copy of the aforementioned CPS Manual sections is attached to this document.



Director, Morgan County DCS



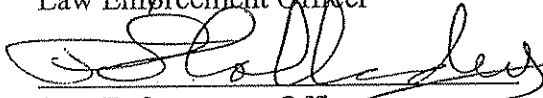
Prosecutor, Morgan County

 *Morgansville PD*

Law Enforcement Officer




Law Enforcement Officer



Law Enforcement Officer

 *Brooklyn P.D.*

Law Enforcement Officer



Law Enforcement Officer

Law Enforcement Officer

Law Enforcement Officer

Law Enforcement Officer

RECOMMENDED GUIDELINES FOR REPORTING
CHILD ABUSE OR NEGLECT AND
SELECTED RELEVANT INDIANA LAW

This document has been prepared by Tim Miller, Director of the Morgan County Office, Indiana Department of Child Services (hereinafter referred to as DCS), and Steven Sonnega, Morgan County Prosecutor, in an effort to assist the Morgan County School systems in understanding reporting requirements and the circumstances under which a report to DCS regarding a child is required to be made. The following guidelines and relevant statutes are offered for the assistance of the school personnel; and any questions concerning them should be directed to Tim Miller, Director of the Morgan County DCS Office; Steven Sonnega, Prosecutor for Morgan County ; or, Supervisors of the Morgan County Office of DCS, Shelly Faudree and Garnet Holsapple.

1. Any person who has reason to believe a child is or has been neglected or abused is required to report such abuse or neglect. Any child who is or has been neglected or abused is potentially a "child in need of services", and is commonly referred to as a "CHINS". A copy of the statute defining CHINS (Child In Need of Services) is attached hereto and marked Exhibit "A". (Other statutes will be set out in the Appendix at the end of these guidelines.) The requirement to report neglected or abused children as defined by the CHINS statutes is found in I.C. 16-6-11-3 (Appendix 1) and failure to report as required constitutes a criminal offense. (Appendix 2; Appendix 3)
2. The reporting statute which defines "child abuse or neglect" limits the CHINS definition and eliminates the requirement of reporting the victim of a sex offense under I.C. 35-42-4-3(d) (Appendix 4) unless it involves the fondling or touching of the buttocks, genitals, or female breasts. (Appendix 5).
3. I.C. 31-6-11-2.1(4) defines "reason to believe" as follows: "evidence that, if presented to individuals of similar background and training, would cause those individuals to believe that a child was abused or neglected."
4. When in doubt as to whether or not a child is a CHINS, an individual should report the facts to the Morgan County Office of DCS for its determination.
5. Any person who suspects abuse or neglect of a child should make an immediate oral report of the facts to the Morgan County Office of DCS, and should not delay the report to a later time. (Appendix 6)

6. Any person who suspects that a child has been abused or neglected should immediately notify the Morgan County Office of DCS by telephone (Monday through Friday, 8:00a.m. - 4:30 p.m. excluding weekends and holidays) at 349-5302; or, the Morgan County Sheriff's Department at 342-5544 or 1-800-800-5556.
7. The person reporting a CHINS should notify the principal of the school, or his designee, prior to making the report to the Morgan County Office of DCS. However, disagreement between the reporting person and the principal or his designee would not relieve the reporting person of the obligation to report a CHINS. When an exigent circumstances report is received by DCS, reporting physical abuse, seriously life or health endangering neglect, or a sex offense, investigation by DCS must be initiated within one to twenty-four hours, depending upon the specific content of the report. (I.C. 31-6-11-11) Because of this requirement, the DCS Family Case Manager assigned to conduct assessment may be required to come to the school in order to conduct an investigation concerning the child. The principal, and / or designated agent should allow the interview to take place in private; since all proceedings and reports are confidential by statute (I.C. 31-6-11-18; I.C. 31-6-11-22). By the recommendation of the Prosecutor, the principal, and /or designated agent should not be present during the interview with the child unless invited by the DCS Family Case Manager; as in case situations where the presence of a school agent is vital to the investigation. In the event that the assessment leads to prosecution, it is important that as few people as possible participate in conducting the interviews in order to preserve the consistency / continuity of the entire assessment. If the reported concern involves a sex offense or physical abuse, a Law Enforcement Officer may also accompany the DCS Family Case Manager to the school.
8. If the report involves physical abuse and the child has evidence of physical abuse, the DCS Family Case Manager or a law enforcement office is required by Indiana law to take photographs. (I.C. 31-6-11-11)
9. Neither the reporting person nor the school should inform parents, a guardian, or custodian of the suspected abuse or neglect. The DCS Family Case Manager will contact the parent, guardian or custodian at an appropriate time in the assessment, and fully inform such person of the facts.
10. A child may be removed from the home under specific circumstances outlined by statute. (I.C. 31-6-4-4) However, in such cases, Court hearing must be held within seventy-two (72) hours to determine whether the child should be returned to the home.
11. Any person who has a duty to report child abuse or neglect or who participates in judicial proceeding or other proceeding resulting from such report is

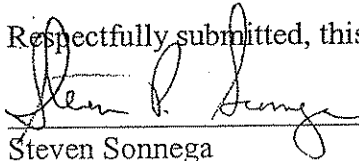
immune from any civil or criminal liability that might otherwise be imposed because of such actions so long as the person is acting in good faith.
(Appendix 7)

12. No statement made to a counselor, teacher or health care provider is confidential and there can be no claim of confidentiality to avoid the requirements of reporting as set out by Indiana law. (Appendix 8)

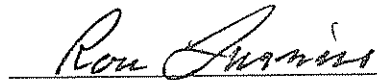
These guidelines are offered in a spirit of assistance and cooperation with the school corporations. Historically, there has been full cooperation between the school corporation and the Morgan County Office of The Department of Child Services, and it is anticipated that such cooperation will continue in the future. However, if a problem should arise between a school staff member and a DCS staff member, the persons involved should report the situation to the individual's immediate supervisor so that the problems may be resolved without any animosity or breakdown of the cooperation which has existed.

We welcome any comments or input concerning these guidelines which are intended solely to assist the school corporation in understanding the relevant statutes. If there are any changes in the law which affects these guidelines, we will attempt to modify them from time to time to that all parties may comply with the relevant statutes.

Respectfully submitted, this 27th day of January, 2007.



Steven Sonnega
Prosecutor for the Morgan County
Prosecutor's Office



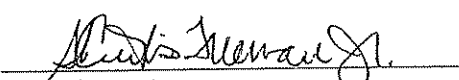
Superintendent
MSD of Martinsville



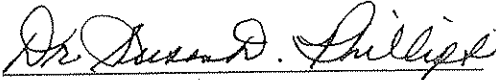
Superintendent
Monroe-Gregg School Corp.



Tim Miller
Director of the Morgan County
Office of Indiana Dept. of Child Services



Superintendent
Mooresville Consolidated School Corp.



Superintendent
Eminence Community Schools